



King County
PHARMACY ASSISTANT A
PUBLIC HEALTH- SEATTLE & KING COUNTY
CHARS/Jail Health Services
Hourly Rate Range \$13.64 - \$17.29
Job Announcement No.: 03RM3615
OPEN: 7/28/03 CLOSE: 8/8/03

WHO MAY APPLY: This career service position open to all qualified candidates.

WHERE TO APPLY: Required forms and materials **must** be sent to: **Employment Services, 999 3rd Avenue, Suite 1230, Seattle, WA 98104**. Applications materials must be received by 4:30 p.m. on the closing date. (Postmarks are NOT ACCEPTED.) Contact Dean Webb at (206) 296-0158 for further inquiries.

PLEASE NOTE: Applications not received at the location specified above may not be processed.

FORMS AND MATERIALS REQUIRED: [A King County application form, data sheet](#), resume and letter of interest detailing your background and describing how you meet or exceed the requirements are required.

WORK LOCATION: *King County Correctional Facility, 500 Fifth Avenue, Seattle, WA 98104 and Regional Justice Center, 620 West James, Kent, WA 98032.*

WORK SCHEDULE: This full time position is overtime eligible. It works a 40 hour workweek; Monday through Friday; some rotating evenings and weekends. This position provides services at two sites.

PRIMARY JOB FUNCTIONS INCLUDE: Assist the Pharmacist in dispensing individual prescriptions; fill orders for drugs requested by the providers in the facility; maintain inventory control including receiving and placing in stock all drug and pharmacy supplies; maintain and monitor outdated merchandise and recalled drugs to be returned to manufacturer. Proven ability to work in a team setting in a small Pharmacy.

QUALIFICATIONS:

- Demonstrated knowledge of drug names, strength, dosage forms, generic equivalents and storage requirements
- Knowledge of the legal requirements of a Pharmacy Assistant A
- Demonstrated knowledge of pharmacy practices and procedures
- Basic mathematics calculation skills
- Time management skills
- Demonstrated skills in using personal computers and in data entry.

NECESSARY SPECIAL REQUIREMENTS:

- Washington State Board of Pharmacy – Pharmacy Assistant A Certificate.
- Employees are required to protect the privacy and security of protected health information as defined in State and Federal Law

UNION MEMBERSHIP: AFL/CIO Local 17

CLASS CODE: 8349 SEQUENCE NUMBER: 80-8349-2600